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*Assembly*

**Bi- Monthly SG Extension Assembly Executive Committee Conference Call  
3 P.M- 4:30 PM EST. Thursday September 8, 2016  
Minutes**

1. 3:00 pm Roll Call:
  - Present: Tom Murray, Kathy Bunting-Howarth, Heather Triezenberg, Marty Main, Sam Chan, Elizabeth Rohring, and Darren Okimoto.
2. Treasurer's Report
  - Current balance as of September 8, 2016 is \$6,128.76.
3. Minutes of August 4, 2016 Conference Call posted at <http://seagrant.oregonstate.edu/assembly>.
4. NSGO Update (Elizabeth Rohring and Sam Chan)
  - Sam: NSGO guidance for strategic planning was sent out to the Sea Grant network. Focus areas are the same. There are some differences in the cross-cutting themes so he advises folks to please take a look at this. Kathy asked a question about when were the national goals going to be set since it would be hard to determine the related performance measures if the goals aren't known. Sam responded that the staff is working hard to have a draft NSGO strategic plan done before Sea Grant Week.
  - Elizabeth: There are a lot of new people on board with the NSGO now. See <http://seagrant.noaa.gov/WhoWeAre/Leadership/NationalSeaGrantOffice.aspx>. Most of them will be at Sea Grant Week so it'll be an opportunity to meet them in person.
  - Sam: Next week the Program Officers are getting together to consider response letters from the Sea Grant programs for the SRT and PRP and figure out what they can learn from these review processes. Their feedback will then be shared with Kola Garber and then Jon Pennock. The question that they'll address is how to communicate these program responses and feedback from the letters to Jon in order to figure out how to improve the evaluation program.
  - Sam: Is asking for guidance from the Assembly on any specific issues that the NSGO can address in addition to providing his National Extension Leader update at Sea Grant Week. Please let him know.
  - Elizabeth: Request from Jon for 5 minutes to drop by and say "Hello" during Assembly business meeting. Tom: Sure.
  - Sam: Official announcements for the aquaculture research and workshop competitions have not been sent out yet but folks who were funded were notified. Sam also wanted to note Heather's work on leading a whole day symposium on training the next generation of fishery



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## Assembly

professionals. It was a good opportunity for networking across the Sea Grant network and with fishery professionals. The symposium involved the Great Lakes Sea Grant folks as well and provided the opportunity to think about how they could collaborate and utilize the tools made available at the event.

-Sam: Efforts are under way to plan the National Aquaculture Extension Conference Session at the Aquaculture America Conference being held on February 20-22, 2017 in San Antonio, TX. It would be valuable to have a Sea Grant Extension Program Leader besides me and Elizabeth on the planning Committee. It's not just about the mechanics of aquaculture. Topics under consideration include understanding community support or lack of support for aquaculture. Forrest Wynne ([fwynne@uky.edu](mailto:fwynne@uky.edu)) with Kentucky State is leading the planning team. Please let me and Forrest know if you can consider serving on the planning committee. For more information please see:

Brochure at <https://www.was.org/meetings/pdf/AA2017RegBro.pdf>

Website at <https://www.was.org/meetings/default.aspx?code=AA2017>

### 5. Sea Grant Week Planning (Kathy Bunting-Howarth, Tom Murray)

-Kathy: Background-Jim Falk approached Kathy at a past Assembly-Communicators meeting and they discussed the importance of visioning. The question they posed was could we use Sea Grant Week for a visioning exercise? To make a long story short, Kathy and team (Julia Peterson, Jim Falk, Mona Behl, Sylvain Deguise, John Downing, Jim Hurly, Peg Brady, Sharon Moen, and Darren Okimoto) will offer a 3-hour session on Thursday morning during Sea Grant Week. The team decided to try a rapid scenario building session supplemented by survey data to create 2-4 scenarios in which Sea Grant could be forced to operate in 50 years. Kathy posed the question to the ExComm about whether we could use some time during the Assembly business meeting on Tuesday morning as a pilot for the Thursday morning session—either do a: 1) Train-the-trainers session to discuss the process and explain how to use this tool in the Sea Grant network, or 2) As suggested by Jim Falk, do a first run of the visioning session with the Sea Grant Extension Assembly members. The ExComm agreed to Kathy's request to do the second one. Kathy also mentioned that the upper limit of participation is 25 people. She put in a request to Jen McCann about identifying facilitators who might be available to assist.

-Sam: Asked if the outcomes of the visioning session would be a set of recommendations? Kathy responded that the outcome would be 2-4 future states of the world in which Sea Grant operates. The follow on steps would then be to refine these states and take them through a process to figure out what Sea Grant needs to do "today" to position itself in anticipation of these future states in 50 years. The session will involve team-building exercises and thinking outside of the box.

-Tom: commented that this sounds good and will need a title for the session (different from the Thursday session so folks don't get confused).



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## Assembly

-Kathy: Posed a question to the ExComm about whether there is any other topic to consider for Tuesday morning? Heather thought it was interesting and would like to participate. Marty also thinks it's a good idea.

6. SOPA Award Update (Marty Main, Heather Triezenberg)

-Marty: Asked the question about what we should do to recognize the contribution of the reviewers for the SOPA award? The ExComm agreed that a thank you letter from the NSGO will be sent to the reviewers and include a 50<sup>th</sup> anniversary pin. Sam agreed to do this on behalf of the group.

7. "Spilhaus Sea Grant Fellows for Mid-Career Professionals" Proposal (Heather Triezenberg)

-Heather: Gave a summary of a draft proposal shared with the ExComm regarding professional development training for Sea Grant mid-career professionals. In short she explained that there are different ways to support and recognize mid-career extension professionals. At Michigan State University they have focused a lot on organizational professional development at the faculty and staff levels. She's been interested in figuring out how to support people in a variety of different professional levels within Sea Grant. How do we help these employees? This resulted in the development of a proposal for the Assembly to consider that is based on the idea of a Sea Grant Academy 201 for Sea Grant mid-career professionals. The proposed training is two-weeks long and is based on Sea Grant Academy model. Developing a mentoring cohort is one of the key components. She would like to get input on it from the Assembly and see who would be interested in assisting.

-Tom: Thinks it's a great idea and wants to hear what other folks think.

-Heather: Her first thought is to get feedback from Jim Falk and Kathy on this. If the ExComm thinks it's appropriate then the proposal can put on business meeting agenda for discussion.

-Kathy: Commented that it wasn't what she initially thought it would be but sees good value in the community engagement piece. She asked the question about what would the Assembly be looking for in terms of topics of interest and thinks it would be great for the Assembly to have a discussion at Sea Grant Week about this. The plan is to have Jim and Kathy review the draft proposal prior to the Assembly business meeting or to solicit other interested Assembly members to review/edit and then send out that draft of the proposal to the Assembly members. She also commented that this training overlaps with the extension leader mentoring conference call where they are talking about the need for professional development at our Assembly meeting for new extension leaders. It would be good to find out from the Assembly about how many of our extension folks have teaching and have scholarship requirements versus doing just doing outreach.

-Marty: Agreed on the need for offering professional development training. Anything that get adds new skills is helpful. Hearing how other folks do things may be helpful. Is supportive of both Heather's and Kathy's proposed ideas. He offered feedback that a lot of terminology being used in the draft proposal is hard to understand so adding concrete examples would be helpful.



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## Assembly

-Sam: Made a comment while reviewing the skills listed in Heather's document and emphasized that these skills were critical for extension folks to have. He proposed the idea of teaching these critical skills to mid-career extension professionals.

-Kathy: Advised Heather to send out the draft proposal to some extension leaders for feedback prior to Assembly meeting to get another sets of eyes on it. Heather thought it was a good idea and will send out a request to the Assembly list serve.

-Marty: Asked questions about how do we create collaborate networks that work well together and what is needed to get this to happen? This also appears to be critical for the success of extension in engaging our various stakeholders.

-Tom: Agreed to insert this into the Assembly business meeting agenda. He will ask the various networks to submit written reports instead of giving verbal updates that will free up 30 minutes of time to discuss Heather's and Kathy's (no. 8) ideas.

-Tom will submit revised business agenda to the ExComm.

8. "New Extension Leader Mentoring" (Kathy Bunting-Howarth)

-See no. 7 above.

9. Elections to fill upcoming Assembly Ex-Comm vacancies (e.g., Chair-elect, Secretary-Treasurer, 1 At-Large).

-Tom will nominate a selection committee at SG Week and have them identify potential candidates to fill the vacant positions.

10. Other Business:

-Sam: Mentioned an upcoming opportunity that Sea Grant programs might want to think about-that is, the opening of the Artic and how Sea Grant programs might position themselves for this addressing issues and needs associated with this new opportunity. He also commented about the Sea Grant Academy and seeing how there might be cross fertilization with Heather's and Kathy's professional development training ideas.

Tom: Brought up the topic of transitioning the Assembly list serve and fisheries list serves and having a discussion with the Assembly about identifying another university to house these two things after he steps down. Kathy: Said to discuss this at the Assembly business meeting.

Elizabeth: MIT manages communicators list serve. Could be an option for the Assembly. Sam: Assembly website is being housed on the Oregon Sea Grant website. Pat Kight is retiring at the end of the year so the Assembly will need to discuss this possible transition as well.

11. Next Ex-Comm Call December 8, 2016 3 p.m. EST.

12. Attachment: Sea Grant Week Business Meeting Agenda.



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# Assembly

**Sea Grant Extension Assembly  
Sea Grant Week 2016 Business Meeting  
Newport Marriott  
Newport, Rhode Island**

**Monday, October 10, 2016 (1:30 – 5:00 p.m.)  
Room tbd**

## **FINAL AGENDA**

**1:30 – 1:50 Call to Order**

- Roll Call - Darren Okimoto
  - Treasurer's Report - Okimoto
  - Chairman's Report - Tom Murray
- Introductions of new Extension Leaders

**1:50 – 2:20 Assembly and NOSG Reports**

- Assembly Reports (Reports will be emailed prior to meeting)
- NSGO Update - Sam Chan

**2:20 – 3:00 Professional Development Discussions**

- Sea Grant Academy - Dave Hansen
- New Leader Mentoring – Kathy Bunting-Howarth
- Network Needs – Jim Falk?
- Mid-Career Training - Heather Triezenberg

**3:00 – 3:15 BREAK**

**3:15 – 4:00** Continue Professional Development Discussion

**4:00 - 4:15** GOM Sea Grant Oil Spill Outreach Update — Steve Sempier, MS.-AL.

**4:15 – 4:45 Assembly Business**

- Fall Elections - Murray  
3 positions to fill on Assembly ExComm: Chair-Elect, Secretary/Treasurer and one At-large
- ID location for 2017 Assembly Meeting with Communicators - Murray
- Assembly and Fisheries Extension List Serv, Assembly Website Management - Murray

**4:45 – 5:00 Miscellaneous Topics/Other Business**

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**Tuesday, October 11, 2016 (8:30 – 12:00 p.m.)**

**Room tbd**

**FINAL AGENDA**

8:30 – 10:00 Dry Run: Scenarios for the Future: Exploring the Next 50 Years of Sea Grant

10:00-10:15 Break

10:15 – noon Continue Scenario Thinking Exercise

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*Science Outreach Serving Our Nation's Coastal Communities*

*<http://seagrants.oregonstate.edu/asgepl/>*